

**SELF IDENTIFICATION – EDUCATION LEVEL UPDATE**

(The proponent of this form is CPAC)

**PRIVACY ACT STATEMENT**

AUTHORITY: Sections 1104, 3321, 4305, and 5405 of Title 5, U.S.C. and E.O. 12107

PRINCIPAL PURPOSES: Self-Identification Education Level Update

ROUTINE USES: Used to capture and update education data in Defense Civilian Personnel Data System (DCPDS)

MANDATORY OR VOLUNTARY DISCLOSURE AND EFFECT ON INDIVIDUAL NOT PROVIDING INFORMATION: Disclosure of the information is generally voluntary; however, if an individual refuses to provide information it may be obtained from personnel or other records.

SSN

NAME: LAST, FIRST, MI

EDUCATION LEVEL

CODE

DEFINITION

01

No Education – did not even attend Elementary School

02

Elementary School completed – no High School

03

Some High School – did not graduate

04

High School graduate or certificate of equivalency

05

Terminal occupation program – did not complete\*

06

Terminal occupation program – received certificate of completion, diploma or equivalent\*

\*Terminal occupation is defined as vocational, technical, trade, or business education studies.

07

Some college – less than one year – less than 30 semester hours or 45 quarter hours

08

1 year of college – 30-59 semester hours or 45-89 quarter hours

09

2 years of college – 60-89 semester hours or 90-134 quarter hours

10

Associate degree – two year college degree program completed

11

3 years of college – 90-119 semester hours or 135-179 quarter hours completed

12

4 years of college – 120 or more semester hours or 180 or more quarter hours completed – no baccalaureate (bachelor's) degree

13

Bachelor's degree – completion of at least 4, but no more than 5 years, of academic work. Includes Bachelor's degree conferred in a cooperative plan or program that provides for alternate class attendance and employment in business, industry, or government to allow student to combine actual work experience with college studies.

14

Post bachelor's – some work beyond the bachelor's degree, but not additional higher degree

15

First professional degree – completion of academic requirements for selected professions which are based on programs at least 2 academic years of previous college work for completion of, i.e., dentistry, law, medicine, etc.

16

Post-first professional – some work beyond the first professional degree, but no additional higher degree

17

Master's degree – for liberal arts and sciences, customarily granted upon successful completion of 1 (sometime 2) academic years beyond the bachelor's degree. In professional fields, an advanced degree beyond the first profession, but below the Ph.D., the LL.M: M.S. in surgery following the M.D., M.S., M.S.D., Master of Science in Dentistry; M.S.W., Master of Social Work.

18

Post Master's degree – some work beyond the Masters degree, but no additional higher degree

19

Sixth-year degree – advanced specialist in certificate, certificate of advance graduate study certificate of advanced study, advanced degree in education, specialist in education, licentiate in philosophy, specialist in school admin, specialist in school psychology, licentiate in sacred theology.

20

Post-sixth years – some work beyond the sixth-year degree, but no additional higher degree

21

Doctorate degree – includes such degrees as Doctorate of Education, Doctorate of Judicial Science, Public Health and the Ph.D. or equivalent in any field.

**Does not include doctor's degrees that are first professional.**

22

Post-Doctorate – work beyond the doctorate.

If you attended college, enter the number of hours earned.

Number of Semester Hours: \_\_\_\_\_ **OR**

Number of Quarter Hours: \_\_\_\_\_

If you selected Codes 05 through 12, what is the last year you attended school:

If you selected Codes 13 through 21, enter the year you received your highest degree: \_\_\_\_\_ (For example: If you coded yourself as education code "16", defined as having a Master's Degree, then you should have entered the year you obtained your Masters)

If you coded your education level as 05 or 06, what were you studying?

If you coded your education level as 07 through 21, what were you studying?

If you received a degree, provide the name and city of the college or university where you obtained your degree:

**COLLEGE/UNIVERSITY:** \_\_\_\_\_

**CITY:** \_\_\_\_\_